

**Ojdeha Productions Presents...**



**The User Manual**

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# Introduction

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Welcome to the LMS user manual! Thank you for purchasing a copy of our innovative Library Management System software. Create your own library! Use the existing book and member profiles to get started! Create book and member profiles that you can also update or delete later. After that it's as simple as a few clicks and a card scan to borrow or return a book!

## **Main functions of the LMS:**

- Borrowing Books
- Returning Books
- Searching Book & Member Profiles
- Creating/Updating/Deleting Book & Member Profiles

## **Features:**

- High-tech card reading technology
- Professional management system
- Efficient and fast software
- Virtually error and bug free software

Visit us @ <http://librarymanagementsystem.weebly.com>

Do you have what it takes to manage your own library? Find out today!

# Hardware

Our LMS provides a very high-tech and enjoyable card reading experience. The following hardware has been included in your package.

Hardware	Details
<p><b>Windows Card Reader 2.0</b></p> 	<ul style="list-style-type: none"> <li>• <b>USB Interface</b></li> <li>• <b>Read RFID / Proximity Card</b></li> <li>• <b>Can Read First 10 digits of the RFID / Proximity Cards</b></li> <li>• <b>No driver needed for Windows</b></li> <li>• <b>Plug and Play</b></li> <li>• <b>Material: Hard Plastic</b></li> <li>• <b>Diagnostic Power LED</b></li> <li>• <b>Built-in operating buzzer</b></li> <li>• <b>Powered directly from USB (no need for external power supply)</b></li> <li>• <b>Dimension: 104 x 68 x 10 mm (L x W x H)</b></li> </ul>
<p><b>10 Smart Cards</b></p> <p><b>10pcs 125Khz RFID Proximity ID Card</b></p> <p><b>10X</b></p> 	<ul style="list-style-type: none"> <li>• <b>Pre-programmed with unique 10-digit ID number in each card</b></li> <li>• <b>Operation Frequency : 125Khz</b></li> <li>• <b>Standard : EM4100 compatible</b></li> <li>• <b>Compatible with all ID door access devices or ID reader</b></li> <li>• <b>Contactless transmission of data and supply energy</b></li> <li>• <b>Ideal for use in ID and access control</b></li> <li>• <b>With card ID printing</b></li> <li>• <b>Size : 85 x 55 x 0.8 mm</b></li> <li>• <b>Colour : White</b></li> <li>• <b>Quantity : 10</b></li> <li>• <b>Material : PVC</b></li> <li>• <b>Operation Temperature : -40°C to 85°C</b></li> <li>• <b>Waterproof</b></li> </ul>

# Installation

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This is it! Aren't you excited? You are? Great! Let's get started.

**Step 1:** Insert your LMS CD into your computer's CD drive.

**Step 2:** Open the CD. You will find a read me file, but if you're reading this then just follow these instructions and leave it be.

**Step 3:** Copy the 'LMS Database' folder to your computer's default documents folder. It is crucial to do so as it is going to be your program's storage space. Without it, the program will not function properly. Additionally, do NOT rename the folder or the file within it.

**Step 4:** Navigate back to your CD's contents and you will also see a file named 'setup'. Click it to begin your LMS program setup.

**Step 5:** A message will appear. Choose to 'install'.

**Step 6:** The installer will do the rest of the work for you.

**Step 7:** Once the installer has finished installing the program, the program will launch. You will also find a new LMS shortcut button that has appeared on your desktop.

**Step 8:** You're all done!

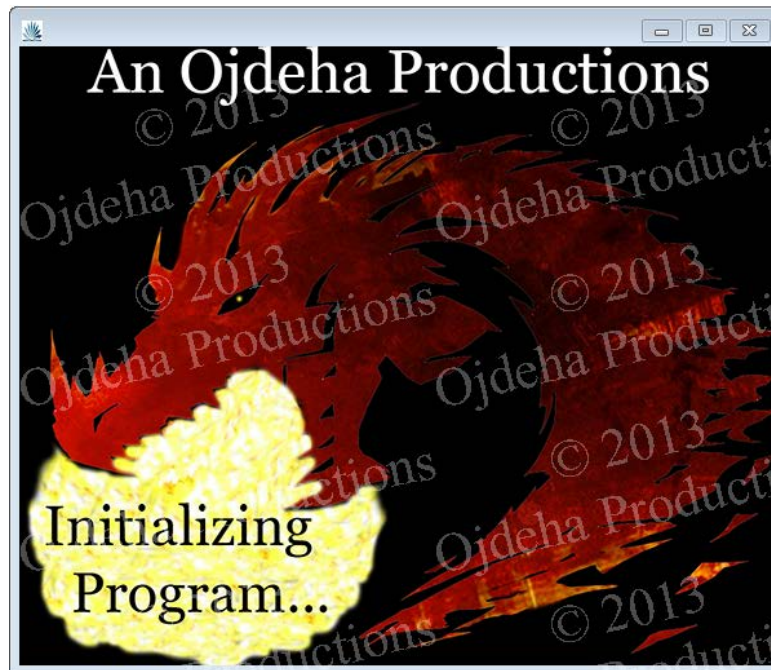
Note: When using the program, connect your card reader to your computer via a USB port. As it acts as a hidden HID device, please remove it only once you have finished using the program and shut down your computer.

Now, skip to our tutorial to learn how to use your new LMS! 😊

# Tutorial

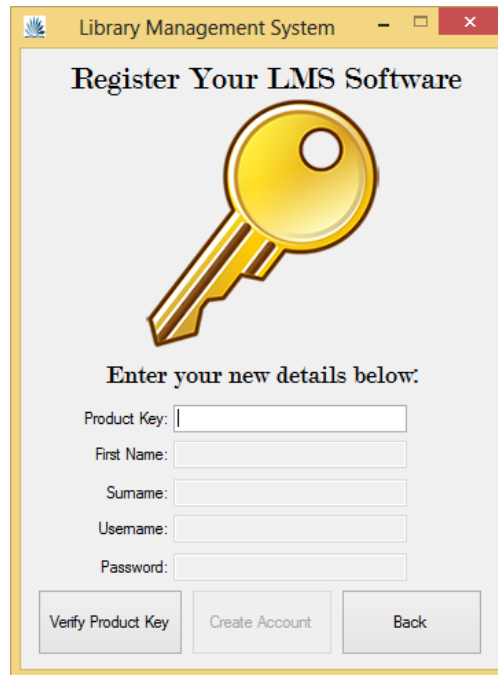
**Step 0:** Connect your card reader to your computer via a USB port. If this is the first time using the program, you may need to wait a few seconds for the device to install. Once again, remember to only remove this device after you have exited the program and shut down your computer.

**Step 1:** Double click the new shortcut button that should have appeared on your desktop after installation. The Splash Screen should display for 3 seconds before the login page appears.



**Step 2:** If it is your first time using the program, you will need to register your copy. If this is not your first time using the program, skip to step 6. Click on the register button to be taken to the register page.



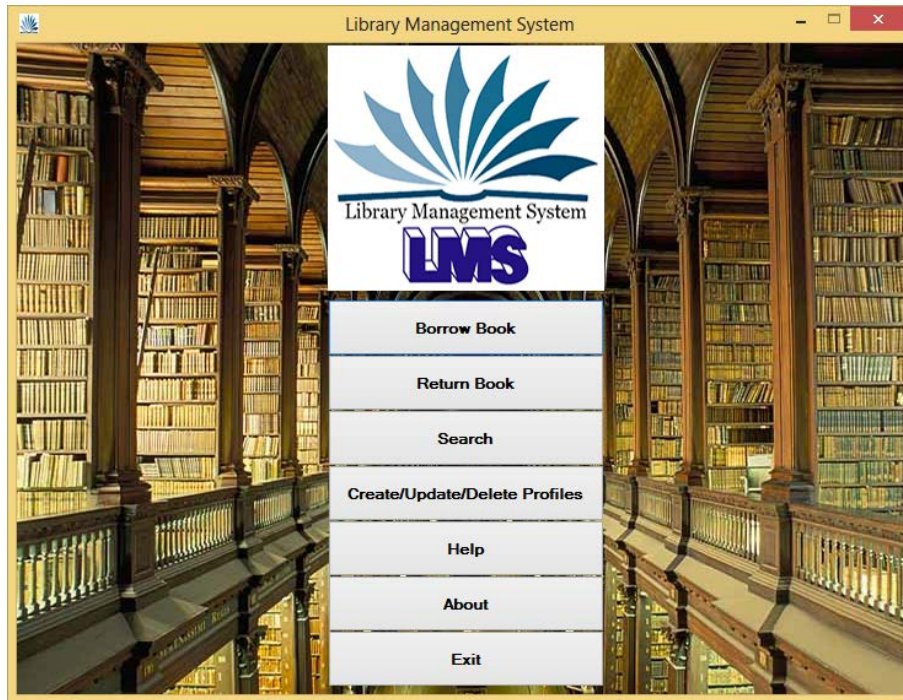


**Step 3:** You will need to verify your product key. Locate your product key that you will have received on a sticker inside your physical copy of the program. Enter your product key and click verify product key.

**Step 4:** Now you will be able to enter details to create an account in the four previously disabled textboxes. Enter your details and remember to choose a username and password that you can remember. Click create. You will see a message stating “Account Created” and it will redirect you to the login page.



**Step 5:** Enter your username and password and click login to gain secure access to the system.



**Step 6:** You can now choose from a variety of processes to carry out. You will now need to jump to the step that corresponds to your favoured process.

- Borrow Book: Step 7
- Return Book: Step 13
- Search: Step 15
- Create/Update/Delete Profiles: Step 21
- About: Step 27
- Help: Step 28
- Exit: I'll tell you right now, when you click the exit button, the program ends. Simple isn't it?

**Step 7:** So you've chosen to borrow a book. Click the borrow book button to go on an adventure.



Library Management System

Enter Book Number:

Enter Book No

OR... Choose Book (Double Click):

Book_No	Title	Author	Shelf_Section	Genres	Shelf_Number	Availability
1	A Brief History of Time	Stephen Hawking	NonFiction	Science	8269	<input checked="" type="checkbox"/>
2	A Briefer History of ...	Stephen Hawking	NonFiction	Science	8269	<input checked="" type="checkbox"/>
3	A Clockwork Orange	Anthony Burgess	Fiction	Crime, Science Ficti...	9463	<input checked="" type="checkbox"/>
4	A Game Of Thrones	George R.R. Martin	Fiction	Action, Fantasy, Hist...	9786	<input checked="" type="checkbox"/>
5	Andersens Fairy Tales	Hans Christian Ande...	Fiction	Childrens, Fairy Tales	9984	<input checked="" type="checkbox"/>
6	Assassins Creed	Oliver Bowden	Fiction	Action, Adventure, ...	4034	<input checked="" type="checkbox"/>
7	Atlantis Destroyed	Rodney Castleden	Fiction	Historical Fiction, Sp...	7170	<input checked="" type="checkbox"/>
8	Atlas Shrugged	Ayn Rand	Fiction	Mystery, Philosophic...	2801	<input checked="" type="checkbox"/>
9	Brothers Grimm Fairy...	Jacob & Wilhelm Gri...	Fiction	Childrens, Fairy Tales	9293	<input checked="" type="checkbox"/>

Navigation buttons: < < Main Menu > >|

**Step 8:** Enter the number of the book to be borrowed. Ideally you will find the book number in a sticker on the book, but if you have not marked your books with stickers, simply choose from the list. Use the navigation buttons (arrow heads) to navigate through book records.

Library Management System

Scan Card Or Enter Card Number

Main Menu Clear

**Step 9:** This is the fun part. Choose the smart card of the member you wish to borrow the book on behalf of and simply scan it by hovering it over the card reader for a second or two.

Note: The program will only continue once an existing card number has been entered.

**Borrow Book**

Return Date is set 2 weeks from today. If this is correct, click borrow.

Transaction No: 1

Member's Card No: 0008280405

Member's First Name: Jack

Member's Surname: Shephard

Member's Phone No: 81175750

Member's Email: the\_good\_shephard@gmail.com

Book No: 1

Book Title: A Brief History of Time

Book Author: Stephen Hawking

Borrow Date: Saturday, 13 July 2013

Return Date: Saturday, 27 July 2013

Main Menu Borrow

**Step 10:** You should have quickly been redirected to the borrow book page. The default return date is set for 2 weeks from the current date, however, you can change it to your desired date if need be. When the return date is set, all you will need to do is click borrow.

**Borrowed Books**

View the selected record or return the selected book through the button or by double clicking the record.

Transaction_No	Card_ID	Surname	First_Name	Email	Phone_No	Book_No	Book_Title	Book_Author	Borrow_Date	Return_Date
1	0008280405	Shephard	Jack	the_good_sh...	81175750	1	A Brief Histor...	Stephen H...	13/07/2013	27/07/2013

<| < Main Menu View Record Return Book > >|

**Step 11:** Congratulations! You've borrowed your first book. You can now click view record to view a personal page of the selected record.

**Borrowed Book Record**

Transaction No:

Member's Card No:

Member's First Name:

Member's Surname:

Member's Phone No:

Member's Email:

Book No:

Book Title:

Book Author:

Borrow Date:

Return Date:

[Return To Borrowed Books List](#)

**Step 12:** You can now return to the borrowed books page. Once there you may choose to return the book, but for now let's return to the main menu. Click on main menu to go back to the LMS menu.

**Step 13:** Returning a book? Are you sure? Ok, let's do it. Click on the return book button from the menu to be directed to the borrowed books page.

**Borrowed Books**

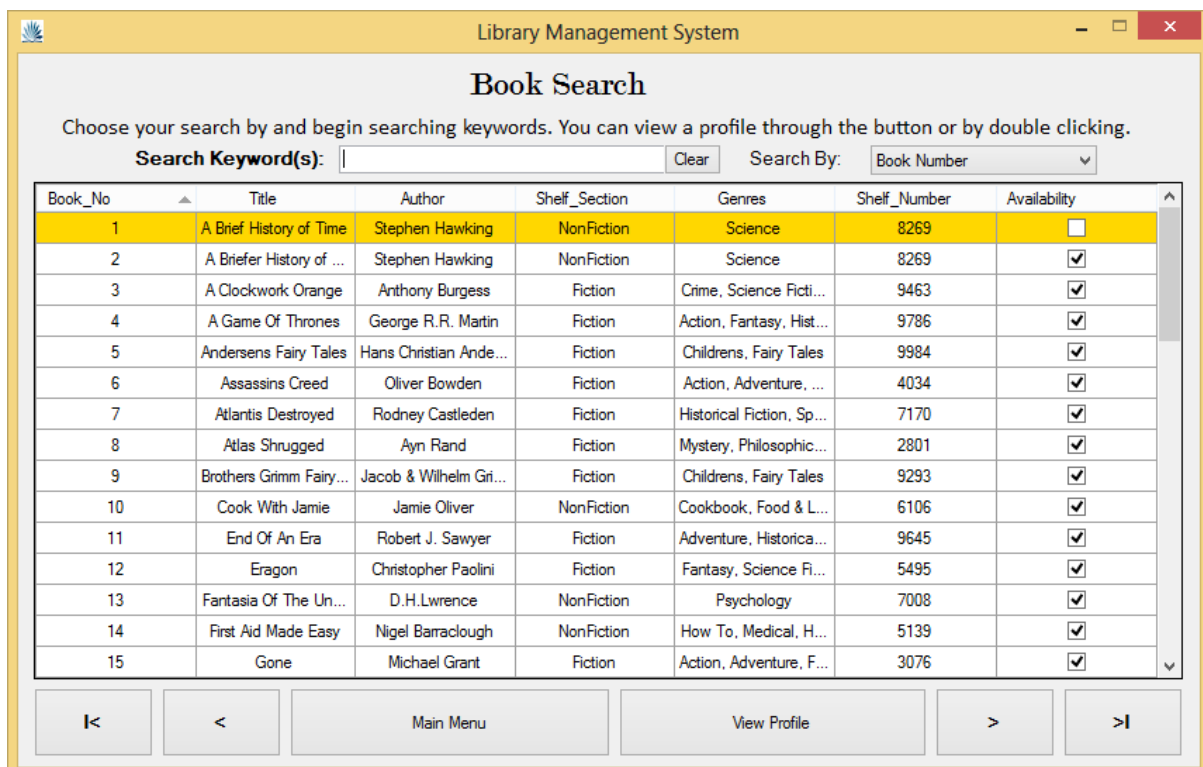
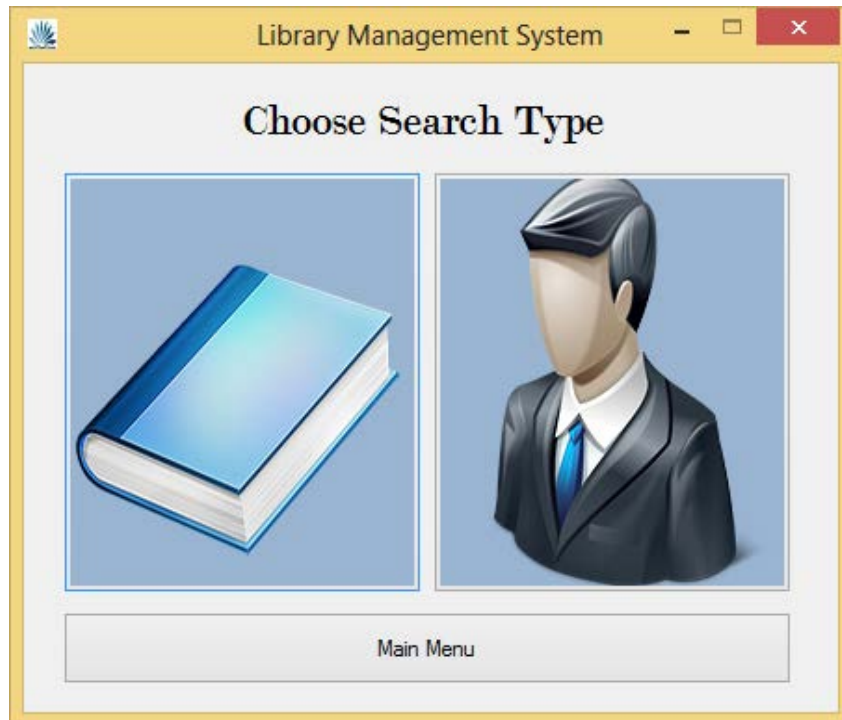
View the selected record or return the selected book through the button or by double clicking the record.

Transaction_No	Card_ID	Surname	First_Name	Email	Phone_No	Book_No	Book_Title	Book_Author	Borrow_Date	Return_Date
1	0008280405	Shephard	Jack	the_good_sh...	81175750	1	A Brief Histor...	Stephen H...	13/07/2013	27/07/2013

[<](#)
[<](#)
[Main Menu](#)
[View Record](#)
[Return Book](#)
[>](#)
[>](#)

**Step 14:** Once here, returning a book is as simple as clicking the return book button and clicking yes when asked to confirm your action. The record will now disappear from the list. Click on main menu to go back to the LMS menu.

**Step 15:** Are you a windows explorer? Cause it's time to search! Click on the search button on the main menu. A choose search type page will appear. Click the book image to search for books.



**Step 16:** If all is well, the book search page will have appeared. You can now search for the book by entering a book number or you can change your book search type by changing the 'search by' option and search by author or title instead. Use the navigation buttons (arrow heads) to navigate through

the records. You can also view a personal page of the book record by clicking the view profile button or double clicking on a record.

Library Management System

# Book Profile

Book Number:

Title:

Author:

Section:

Shelf Number:

Status:

Genres:

[Return To Book Search](#)

**Step 17:** Once you've checked out the view profile feature, click return to book search and then click the main menu button to return to the LMS menu.

**Step 18:** Now let's try searching/stalking members. Click on search once again, but this time click on the faceless human icon when prompted to choose search type. You should be directed to the member search page.

Library Management System

## Member Search

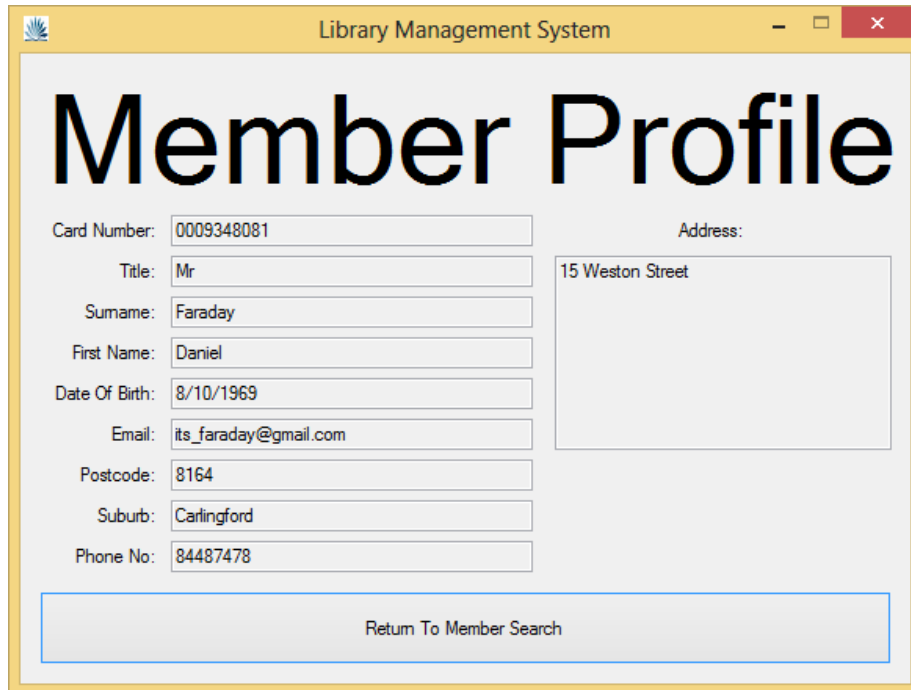
Choose your search by and begin searching keywords. You can view a profile through the button or by double clicking.

Search Keyword(s):  [Clear](#) Search By:

Card_ID	Title	First_Name	Surname	Date_of_Birth	Email	Postcode	Suburb	Address	Phone_Number
0000610921	Miss	Kate	Austen	3/08/1979	freckles@gm...	2112	Danagar Island	8 Moonville ...	81175750
0009348081	Mr	Daniel	Faraday	8/10/1969	its_faraday@...	8164	Carlingford	15 Weston St...	84487478
0000622636	Mr	James	Ford	20/07/1969	sawyer_or_ja...	1934	Double Bay	27 Wentwort...	82234123
0008967615	Mr	Desmond	Hune	17/04/1969	dezmon@ya...	8848	Dunday	7 Wisteria Lane	82201265
0008950562	Mr	Sayid	Jarah	17/01/1969	sayid-jar@gm...	5711	Clovely	1 Sunnyville ...	84456042
0008950743	Mr	Jin-Soo	Kwon	4/08/1968	jin-soo-watt@...	2376	East Ryde	25 North Roc...	83304837
0008950987	Mrs	Sun-Hwa	Kwon	7/11/1973	miss_sunshin...	2376	East Ryde	25 North Roc...	83304837
0008940606	Mr	John	Locke	13/05/1945	smoky@gmai...	2157	Correla	4 Dove Road	89932314
0008967224	Mr	Hugo	Reyes	28/04/1973	hurley@gmail...	9955	Minto	28 Wattle Gr...	84445337
0008280405	Mr	Jack	Shephard	14/07/1966	the_good_sh...	4301	Lane Cove	2 Woronora ...	81175750

Navigation: [I<](#) [<](#) [Main Menu](#) [View Profile](#) [>](#) [>I](#)

**Step 19:** You can now search for members by entering their surname or you can change your member search type by changing the 'search by' option and search by first name instead. Use the navigation buttons (arrow heads) to navigate through the records. You can also view a personal page of the member's record by clicking the view profile button or double clicking on an account.



The screenshot shows a web application window titled "Library Management System". The main heading is "Member Profile". Below the heading, there are two columns of input fields. The left column contains fields for Card Number (0009348081), Title (Mr), Surname (Faraday), First Name (Daniel), Date Of Birth (8/10/1969), Email (its\_faraday@gmail.com), Postcode (8164), Suburb (Carlingford), and Phone No (84487478). The right column contains an Address field with the text "15 Weston Street". At the bottom of the form, there is a button labeled "Return To Member Search".

**Step 20:** Once you've checked out the view profile feature, click return to member search and then click the main menu button to return to the LMS menu.

**Step 21:** Ever wished to have a superhuman ability? Well, you now have the chance to play god. Just remember to use your powers for the greater good. Click on the Create/Update/Delete Profiles button to begin.



**Step 22:** A choose profile type page will appear. Click the book image to create/update/delete book profiles to be directed to the book profiles page.



**Library Management System**

### Book Profiles

Select an existing record to update or delete. Clear the boxes, enter information and click create to create a new account.

Book_No	Title	Author	Shelf_Section	Genres	Shelf_No	Available?
1	A Brief History of Time	Stephen Hawking	NonFiction	Science	8269	False
2	A Briefer History of Time	Stephen Hawking	NonFiction	Science	8269	True
3	A Clockwork Orange	Anthony Burgess	Fiction	Crime, Science Fiction, Speculati...	9463	True
4	A Game Of Thrones	George R.R. Martin	Fiction	Action, Fantasy, Historical Fiction...	9786	True
5	Andersens Fairy Tales	Hans Christian Andersen	Fiction	Childrens, Fairy Tales	9984	True
6	Assassins Creed	Oliver Bowden	Fiction	Action, Adventure, Historical Fiction	4034	True
7	Atlantis Destroyed	Rodney Castleden	Fiction	Historical Fiction, Speculative Fict...	7170	True
8	Atlas Shrugged	Ayn Rand	Fiction	Mystery, Philosophical Fiction, Sci...	2801	True
9	Brothers Grimm Fairy Tales	Jacob & Wilhelm Grimm	Fiction	Childrens, Fairy Tales	9293	True
10	Cook With Jamie	Jamie Oliver	NonFiction	Cookbook, Food & Lifestyle	6106	True
11	End Of An Era	Robert J. Sawyer	Fiction	Adventure, Historical Fiction, Mys...	9645	True
12	Eragon	Christopher Paolini	Fiction	Fantasy, Science Fiction, Specua...	5495	True
13	Fantasia Of The Unconcious	D.H.Lwrence	NonFiction	Psychology	7008	True
14	First Aid Made Easy	Nigel Barraclough	NonFiction	How To, Medical, Health & Fitness	5139	True
15	Gone	Michael Grant	Fiction	Action, Adventure, Fantasy, Youn...	3076	True
16	Hagakure: Book Of The Samurai	Yamamoto Tsunetomo	NonFiction	Historical	3005	True

Book No:

Title:

Author:

Shelf Section:

Shelf No:

Status:

Genres:

Clear Boxes

Create Record

Update Record

Delete Record

Main Menu

**Step 23:** Creating, updating and deleting book records is made easy:

- **Create:** To create records click clear boxes if you had previously selected a record from the list, then simply enter valid information in all input boxes and click create record.
- **Update:** To update an existing record, choose a record from the list, alter information and click update record.
- **Delete:** To delete an existing record, choose a record from the list, click the delete record button and confirm you action.

Once you've finished playing god on the book profiles page, click the main menu button to return the LMS menu.

**Step 24:** This time let's try altering member profiles. Once again, click on the Create/Update/Delete Profiles button on the main menu.

**Step 25:** this time click on the faceless human icon when prompted to choose profile type. You should be directed to the member profiles page.

**Library Management System**

### Member Profiles

Select an existing record to update or delete. Clear the boxes, enter information and click create to create a new account.

Card_ID	Title	Surname	First_Name	Date_Of_Birth	Email	Postcode	Suburb	Address	Phone_Number
0000610921	Miss	Austen	Kate	3/08/1979	freckles@gmail....	2112	Danagar ...	8 Moonsville Way	81175750
0009348081	Mr	Faraday	Daniel	8/10/1969	its_faraday@gm...	8164	Carlingford	15 Weston Street	84487478
0008280405	Mr	Shephard	Jack	14/07/1966	the_good_shep...	4301	Lane Cove	2 Woronora Way	81175750
0000622636	Mr	Ford	James	20/07/1969	sawyer_or_lafleu...	1934	Double B...	27 Wentworth A...	82234123
0008950743	Mr	Kwon	Jin-Soo	4/08/1968	jin-soo-watt@ya...	2376	East Ryde	25 North Rocks ...	83304837
0008950987	Mrs	Kwon	Sun-Hwa	7/11/1973	miss_sunshine@...	2376	East Ryde	25 North Rocks ...	83304837
0008940606	Mr	Locke	John	13/05/1945	smoky@gmail.com	2157	Correla	4 Dove Road	89932314
0008950562	Mr	Jarrah	Sayid	17/01/1969	sayid-jar@gmail....	5711	Clovely	1 Sunnyville Road	84456042
0008967224	Mr	Reyes	Hugo	28/04/1973	hurley@gmail.com	9955	Minto	28 Wattle Grove	84445337
0008967615	Mr	Hune	Desmond	17/04/1969	dezmon@yahoo...	8848	Dunday	7 Wisteria Lane	82201265

Card Number:   
Title:   
First Name:   
Surname:   
Date Of Birth:  Saturday , 13 July 2013  
Email:

Postcode:   
Suburb:   
Phone No:   
Address:

Clear Boxes  
Create Account  
Update Account  
Delete Account  
Main Menu

**Step 26:** Once again, creating, updating and deleting member accounts is made easy:

- **Create:** To create accounts click clear boxes if you had previously selected a record from the list, then simply enter valid information in all input and click create account. Remember to choose a unique card number that does not already exist.
- **Update:** To update an existing account, choose an account from the list, alter information and click update account.
- **Delete:** To delete an existing account, choose an account from the list, click the delete account button and confirm you action.

Once finished, click the main menu button to return the LMS menu.

**Step 27:** Want to learn more about us and the LMS program? Click About to be taken to our website!

**Step 28:** If you need help with the program you can click help from the main menu to be directed to the downloadable user manual from our LMS website. But if you're reading this, chances are you've already done just that. So why are you still here? Class just ended.

You are now a full-fledged librarian!

# Troubleshooting

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## *Avoiding Hardware Malfunctions*

When using the program, connect your card reader to your computer via a USB port. As it acts as a hidden HID device, please remove it only once you have finished using the program and shut down your computer.

## *Avoiding Database Connection Issues*

Make sure the folder named 'LMS Database' in the program's CD is located in your computer's default document's folder. It is crucial to do so as it is going to be your program's storage space. Without it, the program will not function properly. Additionally, do NOT rename the folder or the file within it.

## *Avoiding Errors*

Do Not enter apostrophes (') within textboxes throughout the program as they can disrupt the queries within the program's code and result in an error.

Although all other possible errors found, including unexpected inputs within textboxes, have been accounted for and dealt with for your convenience, we have a little advice on avoiding 'potential' problems (read on below).

## *Play it safe: A message from Ojdeha Productions*

Just in case, avoid potential problems throughout the program by entering the 'right' kind of input in any textbox. For example, if you are told to enter your name, you do not need to enter numbers (although this will not give you an error). It is also best not to repeatedly click on buttons, although we do not believe doing so will give you errors, it may or may not freeze the program (depending on your computer's processing power and other programs you may be running simultaneously with the LMS program).

## *Found any other problems?*

If you find any errors please contact us about it immediately through our website so that we can resolve the issue.

Also, feel free to also contact us for any other issues you may be having.

Many Thanks!

#folks@OjdehaProductions

## Final Words

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We would like to take this moment to thank you for using our product. Like us on facebook, tweet us, email us or contact us from our website

@ <http://librarymanagementsystem.weebly.com/>

Have fun managing your own library! ☺

*Sincerely, the Bill Gates of Ojdeha productions,*

A handwritten signature in black ink that reads "Bill Gates". The signature is written in a cursive, slightly slanted style.

Farbod Nabavieh